



Maryland Department of Public Safety & Correctional Services



Correctional Officer I Walk-In Test Schedule

You must have a high school diploma or GED and be 18 years of age for appointment as a Correctional Officer.

The Department of Public Safety and Correctional Services announces the current schedule for open testing for Correctional Officer I. Correctional Officer I is the entry level of work involving the custody, security and supervision of adult inmates in a correctional facility. Positions are available throughout the State. If you think you have what it takes to work in this exciting and rewarding area of criminal justice, we encourage you to attend one of the sessions listed below to take the written exam, which is the first step in the hiring process.

SALARY: \$27,710 - \$45,205

- ***If you are a veteran, please bring a copy of your DD-214.***
- ***You may test only one time within a twelve-month period and your initial score will be valid for 1 year. If you attempt to re-take the test while on the current eligible list, that exam will not be scored.***
- ***You do not need to complete an application prior to the examination***

<u>DATE</u>	<u>LOCATION</u>	<u>ADDRESS</u>
Saturday, February 12, 2005	Centralized Hiring Unit	6774-C Reisterstown Road, Baltimore 21215
Thursday, February 17, 2005	Centralized Hiring Unit	6774-C Reisterstown Road, Baltimore 21215
Tuesday, February 22, 2005	Centralized Hiring Unit	6774-C Reisterstown Road, Baltimore 21215
Saturday, March 5, 2005	Centralized Hiring Unit	6774-C Reisterstown Road, Baltimore 21215
Saturday, March 12, 2005	Centralized Hiring Unit	6774-C Reisterstown Road, Baltimore 21215
Monday, March 14, 2005	Centralized Hiring Unit	6774-C Reisterstown Road, Baltimore 21215

In the event of inclement weather, please call 410-764-4098 for information about cancellations or postponements.

**ARRIVE AT THE TEST SITE NO LATER THAN 8:30 A.M.
WITH A PHOTO ID
TESTS ARE GIVEN ON A FIRST-COME, FIRST-SERVED BASIS**

For more information call:
410-585-3060 in Baltimore
1-877-206-9941 toll free

Position Duties: Correctional Officer I is the entry level of work involving the custody, security and supervision of adult inmates in a correctional facility.

Minimum Qualifications: High School diploma or GED certificate acceptable to the Maryland State Board of Education as described in the Maryland Police & Correctional Training Commission (MPCTC) regulations.

AND

Be 18 years of age.

These minimum qualifications will be verified prior to selection.

PLEASE KEEP IN MIND:

- Correctional Officers are **subject to substance abuse testing** in accordance with Code of Maryland Annotated Regulations (COMAR)
- Applicants must meet the selection standards required and successfully complete the training prescribed by the MPCTC. To be eligible for the training you must:
 - be a **U.S. Citizen** or **Resident Alien**
 - be at least **18 years of age**
 - successfully complete a **background investigation**
 - successfully complete a **physical examination**
 - successfully undergo a **psychological evaluation**
- Correctional Officers will be:
 - (a) required to **bear firearms**, and to demonstrate practical knowledge and proficiency in the safe use and care of firearms on a periodic basis.
 - (b) Subject to being **on-call 24 hours a day** and therefore must have a telephone at their place of residence
- Correctional Officers may be:
 - (a) assigned duties that require the operation of a motor vehicle. Employees assigned these duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.
 - (b) required to operate large vans for transportation of inmates. Employees assigned these duties will be required to acquire a Class C Maryland driver's license.

SELECTION PROCESS: Candidates who meet the minimum qualifications will be admitted to take the written examination for this classification. After taking the written examination, successful candidates will be placed on the employment list categorized as Best Qualified, Better Qualified or Qualified. The list will be used by the hiring agency to select employees for at least one year. Continuing through the selection process, applicants will: be required to provide proof of citizenship or resident alien status; be subject to a comprehensive background investigation; complete an interview; and successfully complete physical and psychological examinations.

EXAMINATION: The written examination is designed to measure the applicant's skills, knowledge and abilities as they relate to the duties of the position.

Post Date 2/7/2005